

SPRINGDALE FIRE DEPARTMENT

CAPTAIN ANNUAL PERFORMANCE EVALUATION

Employee Name	Rank\Title	Date
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Supervisor Name	Rank\Title	Evaluation Year
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Instructions: Using the scale below, rate the employee for each category. A rating of E or N requires a written explanation in the comment section of this evaluation.

EVALUATION SCALE

E = Exceeds Expectations M = Meets Expectations N = Needs Improvement

- == A. Effectively promotes team building.
- == B. Maintains composure and makes good decisions under pressure.
- == C. Issues orders and directives effectively in all situations.
- == D. Adapts well to change.
- == E. Schedules and completes assignments.
- == F. Communicates effectively both verbally and in written correspondence.
- == G. Promotes positive relations with members of the public.
- == H. Follows SFD Policies and Procedures.
- == I. Follows standard EMS protocols.
- == J. Performs fireground procedures safely and effectively.
- == K. Administers policies and rules fairly and consistently.
- == L. Properly identifies and directs resources and equipment.
- == M. Properly evaluates incidents and initiates appropriate tactics.
- == N. Demonstrates knowledge of assigned FMA and hazards present.
- == O. Promotes development of assigned personnel.
- == P. Promotes positive morale to assigned personnel.
- == Q. Completes required reports accurately in a timely manner.

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Supervisor Signature _____ Date _____

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Employee Signature	Date
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